

**County of Santa Clara**  
**Department of Planning and Development**  
County Government Center, East Wing, 7th Floor  
70 West Hedding Street  
San Jose, CA 95110  
Phone: (408) 299-5700  
www.sccplandev.org



March 16, 2022

**\*\*Sent via email \*\***

Gloria Ballard  
MH Engineering  
16075 Vineyard Blvd.  
Morgan Hill, CA 95037  
Email: gloriab@mhengineering.com

**FILE NUMBER:** PLN22-039  
**SUBJECT:** Two-Lot Subdivision  
**SITE LOCATION:** 12645 Harding Avenue, San Martin, CA 95046 (APN 779-12-006)  
**DATE RECEIVED:** February 15, 2022

Dear Ms. Ballard:

Your application for a Five-lot Subdivision is **incomplete**. For the application processing to resume, you must resolve the following issues and submit the information listed below.

Please note that the Department is only accepting electronic submittals due to COVID-19 closures. Please refer to procedures for Planning Resubmittals available on the County website at <https://www.sccgov.org/sites/dpd/Iwantto/Permits/Pages/PlanningResubmittals.aspx>.

If you have any questions about the information being requested, you should first call the person whose name is listed as the contact person for that item. He or she represents a specialty or office and can provide details about the requested information.

**AN APPOINTMENT IS REQUIRED FOR THIS RESUBMITTAL.**  
**PLEASE CALL ME AT (408) 299-5740 TO SCHEDULE AN APPOINTMENT.**

Please submit a complete revised plan set and a *written response* with the resubmittal materials, addressing the following items. All items must be addressed and included in the resubmittal

**PLANNING OFFICE**

Contact Charu Ahluwalia at (408) 299-5740 or [charu.ahluwalia@pln.sccgov.org](mailto:charu.ahluwalia@pln.sccgov.org) for information regarding the following items.

1. Please provide pre-1969 deed per the County [lot legality handout](#). All requested documents must be complete with no missing pages, the deeds must be clearly readable, labelled and sorted in order, and if deeds include more than one lot or parcel, note on the deeds which description pertains to the requested parcel.

**LAND DEVELOPMENT AND ENGINEERING**

Contact Eric Gonzales at (408) 299-5716 or [eric.gonzales@pln.sccgov.org](mailto:eric.gonzales@pln.sccgov.org) for more information regarding the following items:

2. A grading permit may be required. Should the project not meet the exceptions to Section C12-421 of the Santa Clara County Grading Ordinance, apply to the Planning Office for Conditions of Approval and obtain a grading permit during the Tentative Map Approval Process (see comment #10 below for additional information required)
3. Provide preliminary drainage design on the site plan. The topographic survey shall also identify property drainage, and uninterrupted flow of water in swales, channels and along the driveway, parking lot and access roads. The drainage plan shall demonstrate the following:
  - a. The site can be adequately drained;
  - b. The development of the site will not cause problems to nearby properties;
  - c. The site is not subject to significant damage from the one-percent flood; and
  - d. The on-site drainage will be controlled in such a manner as to not increase the downstream peak flow or cause a hazard or public nuisance. If this cannot be demonstrated, provide a detention system pursuant to the Design Guidelines in Section 6.3.3 of the 2007 Santa Clara County Drainage Manual.

Floodplain Conditions:

4. County records indicate entire property lies within FEMA Flood Zone AE, provide evidence that portion of site lies within FEMA Flood Zone AO. Provide Base Flood Elevation (BFE) for the proposed site and demonstrate compliance with County's floodplain management ordinance. Submit drainage plans drawn to scale showing the nature, location, dimensions, and elevation of the area in question; existing or proposed structures, fill, storage of materials, drainage facilities; and the location of the foregoing on a datum recognized on the FEMA Flood Maps.
5. Demonstrate on the drainage plan the site is reasonably safe from flooding.

Storm Water Treatment:

6. This project is located within the Central Coast Watershed. Provide Post Construction Storm Water Treatment Requirements complying with the 2013 NPDES Central Coast Permit, Section E.12 in the design.
7. This project may disturb one acre (43,560 square feet) or greater of land area. Provide a calculation showing the final area disturbed with this project. Include any septic field areas as well.

8. This project is located within the Central Coast Watershed per Section B11.5-19 of the County Nonpoint Source Ordinance of the Santa Clara County Clean Water Program. Fill out and submit the forms in the Low Impact Development and Post Construction Stormwater Management Requirements (PCR) Applicant's Packet.

Improvements--Roads to be/not to be County Maintained:

9. Provide the plan and profile of proposed driveway on the plans. Typical standard details of the driveway and driveway approach including but not limited to drainage as needed are to be included. Provide profile and callout private single driveway approach.

Grading:

10. Prepared plan sheets should include earthwork sections and calculations. A grading permit may or may not be required, however the quantity and location of material shall be identified. Earthwork calculations appear to be missing for proposed single driveway, provide quantities.

Other:

11. Provide preliminary erosion control plan in accordance with County Ordinance Section C12-53(c).
12. In accordance with Section C12-20 of the County Ordinance, show where the Storm Drain easements are located per exclusion's 9 and 10 of the preliminary title report.
13. In accordance with Section C12-20 of the County Ordinance, provide accurate topographic information to show exact center line of watercourse, top of low and high banks, direction of flow and existing obstructions within and adjacent to the watercourse. Where a watercourse lies outside of a parcel, but the top of bank lies within 25 feet of the property line, show exact location of the top of bank relative to property line. This applies to the northerly property line.
14. In accordance with Section C12-20 of the County Ordinance, show the approximate known soil or geologic hazard areas.

**COUNTY GEOLOGIST**

Contact Jim Baker at 408-299-5774 or [jim.baker@pln.sccgov.org](mailto:jim.baker@pln.sccgov.org) regarding the following:

15. Submit a geotechnical report that includes an evaluation of potential liquefaction-related ground deformation to occur at the site which is located within a County Liquefaction Hazard Zone. Pay the appropriate report review fee when uploading an unsecured pdf of the report into the Documents portal of Accela.

**FIRE MARSHAL OFFICE**

Contact Alex Goff at (408) 299-5763 or [alex.goff@sccfd.org](mailto:alex.goff@sccfd.org) for information regarding the following items:

16. Clarify the water supply for each lot. The plans appear to show a water line, provide a will serve letter for each parcel if the parcels will be served by a water mutual.
17. Clarify how each lot will meet fire hydrant spacing requirements. Fire hydrants are to be located within 400 ft. exterior path of travel to all portions of non-sprinklered structures and 600 ft. of sprinklered structures.
  - a. The proposed hydrant appears to be exceeding the path of travel distance to any potential structures on Parcel 2.

**ENVIRONMENTAL HEALTH**

Contact Darrin Lee at (408) 299-5746 or [darrin.lee@cep.sccgov.org](mailto:darrin.lee@cep.sccgov.org) for information regarding the following items:

18. For each of the proposed lots, obtain and provide water will serve letters. The will serve letters shall state the water company's intent and ability to provide water service to each of the proposed lots/ dwellings.
19. In the event, a water will serve letter can not be obtained, contact the Department of Environmental Health (Jeff Camp, 408-918-3473) for well construction requirements and water clearances for the proposed lots.

**ROAD AND AIRPORTS**

Contact Leo Camacho at 408-573-2464 or [Leo.Camacho@rda.sccgov.org](mailto:Leo.Camacho@rda.sccgov.org) for information regarding the following items:

20. The property's frontage will be required to be improved to County Standard B/4A. Indicate improvements on the revised plans to identify any conflicts that will need to be resolved (i.e. utility poles, trees, culverts, etc).

If the requested information is not submitted within 180 days, you will be required to pay a fee of 10% of the application fee at the time the information is submitted. All requested information must be submitted within 1 year of the date of this letter and will not be accepted after 1 year. PARTIAL RESUBMITTALS WILL NOT BE PROCESSED. Fees required at the time of resubmittal will be those in effect at that time.

If you have any additional questions regarding this application or would like to clarify Planning incomplete comments, please call me at (408) 299-5740 or schedule an appointment to do so.

Sincerely,

*Charu Ahluwalia*

Charu Ahluwalia  
Associate Planner

cc: Leza Mikhail, Planning Manager